

# the mid-atlantic archivist

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Volume 9 Number 1

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January 1980

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## WASHINGTON PROGRAM PLANS: A CAPITOL TIME!

by Larry J. Hackman

The formal program for the May 16-17, 1980, Washington MARAC meeting is nearly complete, according to Larry Hackman, NHPRC. The program, with over twenty sessions and workshops, includes both "career" and "introductory" tracks as well as a Friday luncheon address, a plenary session on Saturday morning, and time for State caucus meetings. Plans are also under-way to facilitate pre-scheduled individual conferences with Capitol-area experts on specific problems of concern to MARAC members.

Several program sessions should be of interest to all levels of the profession. These include (1) a Friday luncheon address by H.G. Jones, former president of the SAA and author of The Records of the Nation and of the new AASLH publication, Local Government Records; Jones topic is "State Archives Programs: Dreams and Reality." (2) A Friday session chaired by Ann Campbell, Executive Director of the SAA, on "Whatever Became of the Public Documents Commission?" Campbell will be joined by other key PDC participants including Congressman Allen Ertel of Pennsylvania. (3) A Saturday morning plenary session on "Archivists and the Legislative Process" featuring a key Congressional committee staff member and the director of the Washington legislative office of the American Libraries Association.

Examples of the wide ranging "career" sessions include "College and University Archives: Moving to Center

Stage," which will provide a careful critique of the SAA's draft standards for C&U programs; "Documenting Black History in the Mid-Atlantic States: Present Programs and Future Needs"; "Developing Local Government Records Programs," a session built around the new AASLH book on this topic; and "The Research Value of Picture Sources in Archival and Manuscript Programs."

Among the workshops to be offered at the meeting in the Crystal City Marriott Hotel is a two stage ("introduction" followed by "problem solving") seminar on the development of a finding aids system; another on planning, contracting and quality control for microform services; one on "Starting from Scratch" which will focus especially on beginning an institutional archives; and still others on machine-readable records and on the use of archival supplies.

The Program Committee hopes to include abstracts of sessions and outlines of workshops, where appropriate, along with other meeting registration materials so that attendees can choose sessions and workshops of greatest interest. Selected program participants will distribute reading lists during their sessions.

Members of the program planning group, in addition to Hackman, are Paul Chestnut (Virginia State Archives), Lynn Cox (Maryland Historical Society), and Brenda Beasley and Mike Pilgrim of NARS.

## LOCAL ARRANGEMENTS

by Marc Sherman

MARAC's Spring 1980 Meeting will be held Friday and Saturday, May 16 and 17 at the Crystal City Marriott Hotel, located just 10 minutes from downtown Washington. Members will pay a flat rate of \$35.00 for a single room and \$45.00 for a double. Access to the hotel will be easy for all transportation - car, bus, train and by air. Look for detailed instructions in the preregistration packet.

There are many institutions in Washington, D. C. for which special tours have been arranged. These include the Library of Congress, National Archives, and Smithsonian Institution. However, since no tours will be held during the convention, those people interested in these opportunities should plan to arrive a day earlier. Particulars will be included in the packet.

The local arrangements committee for the Washington convention includes: Beverly Brannan (Chairperson), Brenda Beasley, Carl (Barney) Bloom, Arthur Breton, Robert Coren, Edie Hedlin, Rich Noble, Mike Pilgrim, Marc Sherman, Mary Wolfskill, and Emily Zehmer.

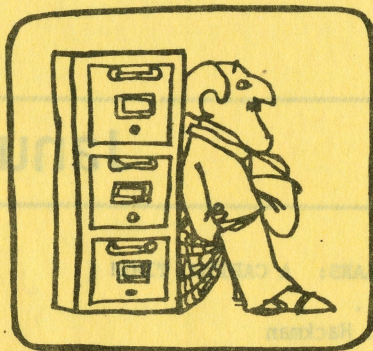
A final note for women attending the convention who are runners. After the convention, on Sunday, May 18, will be the Bonnie Bell 10 kilometer Race in Washington, D. C. Runners should watch for the Bonnie Bell Newsletter for more details.

We are looking forward to seeing you in the nation's capital on May 16.



The mid-atlantic archivist is a quarterly publication of the Mid-Atlantic Regional Archives Conference (MARAC). MARAC membership includes all interested individuals who live and work in the seven states of New York, New Jersey, Pennsylvania, Maryland, Delaware, Virginia, West Virginia, and the District of Columbia. MARAC seeks to promote the professional welfare of its members, effect cooperation among individuals concerned

with the documentation of the human experience; the exchange of information between colleagues working in the immediate regional area; and to improve the professional competence of archivists, curators of textual, and audiovisual, and related special research collections, and records managers; and to encourage professional involvement of persons actively engaged in the preservation and use of all types of historical research materials. Individual membership dues are \$5.00 per annum. The dues year is from October 1 through September 30. Membership is not open to institutions, but institutions may purchase subscriptions to the mid-atlantic archivist for \$5.00 per annum. Write: Martha C. Slotten, MARAC Secretary, Library, Dickinson College, Carlisle, Pennsylvania 17013.



Items submitted for maa should be single-spaced, no indentation, in columns 4 1/2" wide, written on pica type, double-spaced between paragraphs. Send to: Donald F. Harrison, maa editor, National Archives (NNA), Washington, D.C. 20408, Phone: (202) 724-1080.

#### Editorial Staff:

Don Harrison, Editor  
Bruce Ambacher, Associate Editor  
Mary Boccacio  
Marc Sherman  
Laurie Woods

#### THE QUALIFICATIONS OF AN ARCHIVIST

The idea that an archivist must be some old fossil, who crones over ancient manuscripts like a miser over his gold is about as far from the true conception of what the archivist should be as an Italian garden on Como is from a collection of stunted pines on a barren hillside. The archivist should be an accomplished man of letters who has specialized in history, political science, law and archival science. He should be a man of affairs, with something of the politician in his make-up, for appropriations are necessary to his work, and he must deal with congresses and legislatures in order to make it a success. It goes without saying that he must love his work and have the capacity to make others realize its importance. The archivist should be a combination of the scholar, the college professor, lawyer, the politician and the business man, for no other profession calls for more various talents.

-- Dunbar Rowland

reprinted from The Primary Source, September 1979

Mary E. Ruwell called the meeting to order in the Elkins Library of the University Museum of the University of Pennsylvania at 10:00 A.M. Members present were Don Skemer, Paul Perkus, Pat Vanorny, Frank Zabrosky, Cynthia Requardt, Peter Parker, Jean Preston, Elizabeth Homsey, Tony Crawford, Mary Elizabeth Ruwell, and Martha Slotten.

The minutes of the last meeting as printed in the newsletter were approved. Peter Parker submitted the treasurer's report which is appended and was approved. Mucci manuals will not be given to members after the end of this month, the membership year. They may be purchased for \$3.00.

Notice was made of the somewhat improved outlook for the West Virginia State Archives situation and that a search committee has been formed for an Archivist of the United States. Mary Elizabeth's letter to the head of GSA expressing the importance of hiring someone with the highest archival professional qualifications was circulated in the most recent newsletter and is appended.

Upon receipt of Helen Troy's resignation as Virginia State Representative, Janet Kern was appointed for the balance of the term. Peter Parker will bring to Albany copies of the constitution for new steering committee members.

Frances Seeber and Bruce Dearstyne who are in charge of the fall Albany meeting report that plans are complete for those sessions. If necessary MARAC agrees to contribute to the bill for wine at the reception at the Cultural Center. Steering Committee will meet in Albany at lunch on Friday at a place to be announced.

Regarding the Washington meeting the steering committee agreed to pay the travel expenses of H.G. Jones who is to be a major speaker. The policy of paying for the luncheons for non-MARAC participants for conference programs was reiterated, as was that of not paying any expenses for MARAC members.

Adele Newberger and Martha Slotten are to revise the current and little seen guide to local arrangements committees for conferences.

Mary Elizabeth reported that the fall 1980 meeting will be held at Lancaster, PA the last week-end in October with Bob Coley of Millersville State College chairman of local arrangements. New Brunswick, NJ is a possibility for fall, 1981.

Frank Zabrosky as PA state rep. will be in touch with those planning the Lancaster meeting. Paul Perkus will investigate the possibilities of N.Y. City for Fall, 1981 or Spring, 1982.

Elizabeth Homsey reported on the cost of incorporation. The chief advantage of this would be to absolve individual MARAC members of any possible liability. She reported that there is a \$40. fee for this but that the lawyers' fee is apt to be very high. The motion to incorporate was tabled until further information could be presented to the committee.

It was agreed not to reappoint members of the Publications Committee until a request for consideration of an article for publication is received. Martha Slotten is to inquire about the number of Mucci manuals left and whether the copyright is MARAC's or Mucci's.

The meeting was adjourned at about 3:00 P.M.



## MARAC Steering Committee - Albany, Oct.19, 1979

In a luncheon meeting the following actions were approved by the Steering Committee:

An allowance of \$1. per member may be utilized by the state representative for the activities of that state. If additional funds are needed particularly by states with small membership rosters, application may be made for additional funds to the Steering Committee.

Since no resolution was made of the Incorporation of MARAC, Elizabeth Homsey will be asked to publish an exposition of the matter in a future newsletter.

The following resolution made by Marc Sherman was adopted by the Steering Committee for recommendation to the membership:

Resolved: that MARAC recognize the needs of handicapped archival employees by suggesting that state representatives canvass personnel in their areas to determine what needs exist.

Don Harrison announced the addition of Marc Sherman and Laurie Woods to the maa newsletter staff.

Adele Newberger urged the importance of MARAC lobbying for increased NHPRC funds.

The steering committee approved Elizabeth Homsey's request of \$50. toward the expenses of a reception on behalf of MARAC at Winterthur in the near future.

## MARAC Membership meeting, Albany, Oct.19, 1979

Chairwoman Mary Elizabeth Ruwell convened the meeting. The minutes of the spring meeting were approved as printed in the July, 1979 newsletter. The secretary reported a total of 537 members as of Sept. 30. The treasurer's report, which is appended was approved. Peter reminded us that \$1.00 of the \$5.00 new dues assessment is available for state activities as determined by the state representatives. Don Harrison called for a spring softball training session in Washington in preparation for MARAC's challenge to the Southwest Archivists at SAA meeting in Cincinnati in 1980. Suggestions for appropriations for refreshments and uniforms for the MARAC marauders yielded naught.

Mary Elizabeth called for volunteers for the Program Committee for Lancaster fall meeting on Oct. 31, 1980. Dianne Rosenwasser will chair the committee which included Fred Armstrong, John Aungst, Robert Barnes, Ellen Eriksen, Adele Newberger, Martha Sloten, Roy Tryon, and Frank Zabrosky.

Frank Zabrosky and Father Lawrence McDonnell were chosen from the retiring steering committee to serve on the Nominations Committee. Bob Morris, Lisa Hottin and Kathryn Jacob were elected from the membership.

Larry Hackman announced that copies of the program for the Washington D.C. meeting on May 16 & 17 are available. Mary Elizabeth Ruwell reminded members that registration materials are to be sent by first class postage.

A rising vote of thanks to Bruce Dearstyne and members of the local arrangements and program committees concluded the meeting.

The following resolution from the Steering Committee was adopted:

Resolved: that MARAC recognize the needs of handicapped archival employees by suggesting that state representatives canvass personnel in their areas to determine what needs exist.

## TREASURER'S REPORT 18 October 1979

Cash on hand, Fidelity Bank, Philadelphia \$ 757.28  
Savings Account Balance \$3212.78

## INCOME

|                                    |            |           |           |
|------------------------------------|------------|-----------|-----------|
| Memberships                        | 10 @ 3.00  |           |           |
|                                    | 228 @ 5.00 | 1170.00   |           |
| Book sales                         | 147 @ 3.00 | 441.00    |           |
| Norfolk State College contribution |            | 100.00    |           |
| James Sweeney (NORVA)              |            | 402.72    |           |
| T-shirt sales                      |            | 12.00     |           |
| Misc.                              |            | 3.00      |           |
| Savings interest                   |            |           | 55.98     |
|                                    |            | \$2886.00 | \$3268.76 |

## EXPENDITURES

|                                   |           |             |           |
|-----------------------------------|-----------|-------------|-----------|
| Newsletter printing               | 149.06    |             |           |
| Newsletter bus transport          | 33.25     |             |           |
| Mailing list & post.              | 274.04    |             |           |
| Steering Committee travel         | 360.45    |             |           |
| DC Meeting advance                | 200.00    |             |           |
| Bank service charges              | 14.75     |             |           |
| Returned check                    | 3.00      |             |           |
|                                   | \$1034.55 | (\$1034.55) | 0.00      |
| Balances on hand, 18 October 1979 |           | \$1851.45   | \$3268.76 |

## RECAPITULATION OF NORFOLK MEETING

## Advances

|      |       |        |
|------|-------|--------|
| 3/15 | #1078 | 150.00 |
| 3/28 | #1081 | 100.00 |
| 4/5  | #1082 | 100.00 |
| 5/17 | #1092 | 200.00 |
|      |       | 550.00 |

## Returned to Treasury

|      |               |        |
|------|---------------|--------|
| 9/11 | Norfolk State | 100.00 |
| 10/9 | J. Sweeney    | 402.72 |
|      |               | 502.72 |

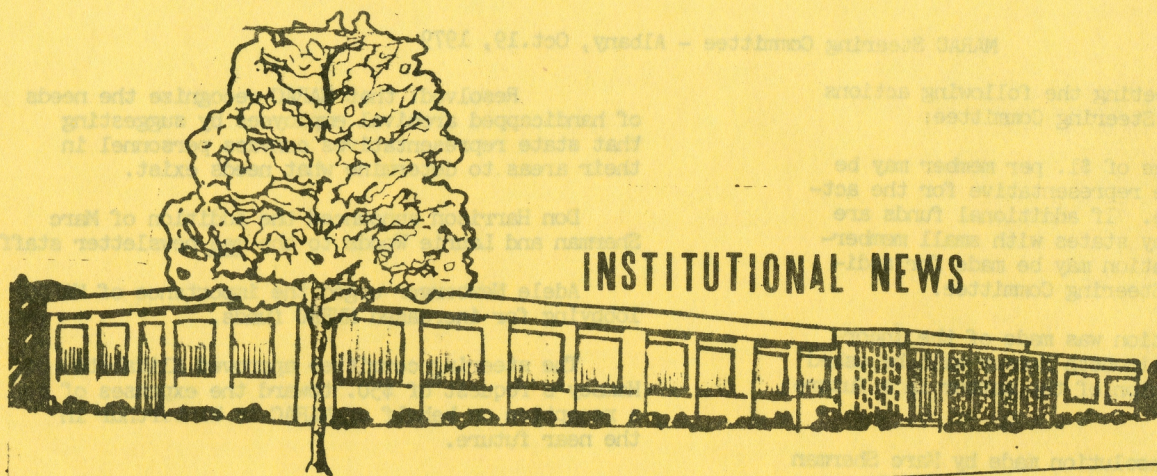
## LOSS

(\$47.28)

Respectfully submitted,

*Peter J. Parker*  
Peter J. Parker  
Treasurer





## PEOPLE

The NATIONAL ARCHIVES ARCHIVAL CRADLE has a new occupant -- Jason Alexander Livingston, son of Becky Livingston of the Military Archives Division. Jason replaces John Patrick Leary.

Jason is the sixth straight boy in the cradle, and the seventh of the last eight occupants. The exception was Emily Rumbarger. The only explanation is that women's libbers produce only sons (Mary Ann O'Boyle Leary, founding den mother of the NARS Federal Women's Program Committee, has had two sons in the cradle) and that male chauvinist editor John Rumbarger has produced the only girl because the first child of a rugby player is always a girl.

-submitted by Leonard Rapport

ADELE NEWBERGER was appointed to a new seat on the Baltimore Regional Planning Council's Technical Committee on Library and Information Services. The new seat is designated for an archivist.

NEW DUQUESNE MA IN ARCHIVAL,  
MUSEUM AND EDITING STUDIES

The History Department of Duquesne University announces a new Master of Arts Program in Archival, Museum and Editing Studies funded by the National Endowment for the Humanities. Our purpose is to provide students with technical training in at least two practical areas. We are training history students for work in museums, historical societies, archives and other non-academic institutions.

Students are required to take 18 credits in historical studies-providing basic orientation in American History; 6 credits in Archival, Museum and Editing Studies - providing career preparation; and 6 credits in internships for professionally directed training.

The program is appropriate for candidates with a background in Anthropology, Literature, Sociology, Political Science, and related fields. Special programs can be arranged for individuals already holding graduate degrees. Some financial aid is available. Please send inquiries to:

Dr. John Opie or Dr. Carolyn Schumacher  
Department of History  
Duquesne University  
College Hall  
Pittsburgh, Pennsylvania 15219  
Phone: (412) 434-6470

The Pennsylvania Historical and Museum Commission recently published A Manual of Archival Techniques, edited by ROLAND M. BAUMANN. Other MARAC contributors to the volume include PETER J. PARKER, FRANK A. ZABROSKY, FRANK M. SURAN, LEON J. STOUT, GEORGE CHALOU, EDMUND BERKELEY, HARRY E. WHIPKEY, and WILLIAM FRALEY.

DON C. SKEMER and ROBERT C. MORRIS recently produced the "Guide to the Manuscript Collections of the New Jersey Historical Society." The new guide replaces the twenty year old guide previously in use. The guide describes more than 1,000 collections.

STEVEN W. SIEGEL has been appointed Archivist of New York City's 92nd Street Young Men's and Young Women's Hebrew Association. Siegel recently edited Jewish Immigrants of the Nazi Period in the U.S.A.: Archival Resources.

MEETING OF THE  
WASHINGTON AREA MARAC  
MEMBERSHIP

MARAC members from the Washington Metropolitan area have met four times this year since the first state caucus convened at Norfolk in May. The first two meetings were held at the Smithsonian Archives, the third at the National Archives, and the fourth at the Senate Historical Office in the Capitol building.

While the structure of the meetings may eventually change, up to the present time they have been kept informal. Usually the host archivist gives a presentation on the repository, which is followed by a discussion period. The meetings last for one hour. Attendance has varied from around twelve to twenty plus members.

For the most part, those attending represent the larger repositories in the area. This writer is hopeful that there will be better representation from the other repositories in the District this next year.

For those members who would care to join the meetings, but have not been receiving announcements, please contact Alan Bain, Smithsonian Archives, Washington, D. C. 20560, telephone 381-4075.



# METROPOLITAN BALTIMORE HISTORICAL RECORDS COUNCIL

Instituted on May 3, 1979, the Metropolitan Baltimore Historical Records Council (MBHRC) is an organization of agencies designed to foster the preservation, description, or utilization of historical materials related to the Baltimore region.

The Council will act to develop its membership to include as many of the region's repositories as possible, and will concern itself with the welfare of historical materials through planning, communication, and cooperative activity.

Members will participate in individual activities on an ad hoc basis according to their respective concerns, resources, or geographic limitation.

Their first project, entitled "The Metropolitan Baltimore Historical Records Project," was submitted for funding by the National Historical Publications and Records Commission (NHPRC). The project will continue the work of the Baltimore Historical Records Survey (BHRS) which was formed by NHPRC for a 14-month period. Building on the strengths of Phase I, the second phase will increase the scope of the educational work begun earlier, through the development of seminars, manuals, and field visits with further literature distribution;

begin to accession priority materials into appropriate repositories based on expert advice as to the importance of the records, the collection policies of accepting archives, and the space which they have available; provide temporary storage for threatened records; expand the original survey both within Baltimore City and in the Baltimore Standard Metropolitan Statistical Area (SMSA); and encourage the research usages of the resources uncovered through a system of guides and archival cooperation.

This joint cooperative effort of the MBHRC is evidence of the strongly cooperative thrust of the Baltimore records community to improve its records environment. Current membership includes:

Baltimore City Archives  
Baltimore County Public Library  
Baltimore Region Institutional Studies  
Center (BRISC)  
Enoch Pratt Free Library  
Maryland Historical Society  
Towson State University  
United Methodist Historical Society

## HOLLINGER CORPORATION SPLITS

William K. Hollinger and Virginia L. Garwig, until recently with the Hollinger Corporation of Arlington, Virginia, have joined with John Delze, the former plant manager of the Hollinger Corporation, to form a new company. At first it was called Hollinger International Corporation, but about November 20 it was renamed Conservation Resources International, Inc. in order to avoid confusion from the similarity of names. In January 1980 Frazer Poole, until two years ago the Assistant Director for Preservation at the Library of Congress, will join the staff to direct new product development.

Conservation Resources is the only known company in this country to specialize in the whole spectrum of supplies and services for library and archive conservation. Other companies in the same line of business also supply artists and museums, or do not carry a full line, or also carry supplies and furnish services not related at all to conservation.

Among the supplies currently offered are acid-free buffered boxes, and board up to 94 pt., heat-set tissue made with acrylic resin, a variety of adhesives, archival ball point pen ink, and negative and photo

protection. Among the services will be lamination and deacidification under the supervision of leading conservators, and customer consultation.

Back at the parent organization, Tom Mahoney is in charge of archival products, assisted by Michael Hollinger. That address is:

The Hollinger Corporation  
PO Box 6185  
Arlington, Virginia 22206  
Phone: 703-671-6600

The new company's address is:

Conservation Resources International  
1111 N. Royal Street  
Alexandria, Virginia 22314  
Phone: 703-549-6610

Conservation Resources has to reprint their catalog to reflect the name change, but they should soon be able to respond to requests for it.

From: The Abbey Newsletter  
Vol.3, No.4, Nov. 1979



## MARAC POSITION DESCRIPTIONS

The officers and Steering Committee have been discussing the responsibilities of the various positions within MARAC. Below are the first three descriptions; they are very flexible and your opinions and comments are welcome.

## DUTIES OF CHAIRPERSON

- 1) Acts as chief administrative officer of MARAC and coordinates its activities and policies.
- 2) Represents and speaks for the organization to other organizations and to the public, in consultation with Steering Committee at-large members and other officers.
- 3) Convenes and presides over general business meetings and Steering Committee meetings of MARAC.
- 3) Appoints committee members and temporary chairpersons and acts as ex-officio member of all committees except for the Nominating Committee. Appoints newsletter staff and MARAC archivist. Appointments should be discussed with the Steering Committee whenever possible.
- 4) Submits an annual report of accomplishments and goals.
- 5) Reports plans and activities to the membership at the semi-annual business meetings.

## DUTIES OF STATE REPRESENTATIVES

- 1) Act for membership between conferences.
- 2) Recruit new members and promote MARAC at various state/local conferences, workshops, seminars, academic functions, etc.
- 3) Serve as liaison with other professional state/local organizations and institutions.
- 4) Submit annual report of activities to chairperson who in turn forwards it to the maa.
- 5) Chair semi-annual state caucuses at MARAC conferences
- 6) Serve as ex-officio member of Local Arrangements and Program Committee, responsible for investigation of suggested meeting sites, when the conference is being planned within the representative's state.
- 7) As needed, coordinate periodic state/local meetings (professional or social) of members to discuss needs, problems, MARAC conferences and organization, etc. Solicit members to work on projects.
- 8) Serve as official reporter of state/local news and issues for maa and encourage members to submit items to maa; items could discuss state/local legislation, programs of repositories, institutional news, education opportunities, etc.
- 9) On behalf of state/local members recommend to the Steering Committee action that MARAC could take to influence state/local developments or matters of concern. Recommended action could be timely conference program sessions; professional opinion letters to organizations, individuals or governments; invitations to conferences, or requests for special meetings with individuals or groups.

## DUTIES OF AT-LARGE REPRESENTATIVES

- 1) Act as ad hoc Future Directions Committee responsible for suggesting to the Steering Committee formation of committees and initiation of special projects. Submit annual report to Chairperson.
- 2) Act for membership between meetings.
- 3) Recruit new members and promote MARAC at various conferences, workshops, seminars, academic functions, etc.
- 4) Serve as liaison with other professional regional organizations.
- 5) Oversee and coordinate MARAC area projects and solicit members to work on projects.
- 6) Submit reports to Chairperson and maa on national news and issues, as appropriate.



## GSA RESPONSE RE: ARCHIVIST OF U.S.

Oct. 26, 1979

Ms. Mary Elizabeth Ruwell  
Chairperson, Mid-Atlantic  
Regional Archives Conference  
107 Rockglen Road  
Overbrook Hills, PA 19151

Dear Ms. Ruwell:

This is in reply to your letter of August 30, 1979, in which you express concern regarding the individual selected for Archivist of the United States and offer the assistance of the Mid-Atlantic Regional Archives Conference.

I share your concern that the individual selected for the position be of impeccable caliber as I realize that to a great extent this is the most important archival position in the nation. Therefore, in order to assist me in the selection of the best qualified individual, all applications will be submitted to an Advisory Panel consisting

of experts in the fields of Archival Science, History and Records Management for the purpose of evaluating the technical qualifications of the applicants. The recommendations of the Advisory Panel, together with the applications will then be forwarded to the Executive Selection Panel for the evaluation of the applicants' managerial and executive qualifications. Taking into consideration the recommendations of the Advisory Panel, the Executive Selection Panel will then formulate a list of those candidates considered to be best qualified for the Archivist of the United States position and forward it to me for consideration and selection.

Thank you for your interest in the General Services Administration. Please let me know if I can be of further assistance.

Sincerely,

Roy Kane  
for R. G. Freeman III  
Administrator

## MARAC/NEW YORK CAUCUS

## PROPOSALS FOR DISCUSSION

On October 2, 1979, a special subcommittee of the New York Caucus met to discuss the issues raised at the meeting of the caucus on May 19, 1979, during the spring MARAC conference at Norfolk. This subcommittee consisted of Rev. Lawrence V. McDonnell, C.S.P., Chair; Bro. Dennis Sennett, S.A.; Erik Eriksen; and Bruce Dearstyne. The committee considered the following four issues:

1. Purpose of the New York Caucus
2. Coordination of the New York archival programs and institutions
3. Training and education needs in New York
4. Role of the State Historical Records Advisory Board

The Committee makes the following proposals for discussion at the October 19 meeting of the New York Caucus:

1. The mission of the New York Caucus should be to serve the entire New York archival community; provide information on archival programs, supplies, and techniques; and coordinate New York archival activities.
2. A New York Caucus Coordinating Committee should be formed. This committee should have the broadest possible representation from the New York archival community. Representatives might include archivists from the following areas:
  - a. Lake Ontario Archives Conference
  - b. Long Island Archives Conference
  - c. Municipal Historians Association
  - d. County Historians Association
  - e. New York State Archives
  - f. Governor's Historical Records Advisory Board
  - g. New York Library Association
  - h. METRO
  - i. Archivists' Round Table
  - j. An independent archivist
  - k. An independent archivist

The Caucus should designate an assistant coordinator and a secretary to work with Father McDonnell to contact these organizations and ascertain their interest in forming such a committee.

3. The Caucus Coordinating Committee should meet in the late winter or early spring, 1980, and discuss the services most needed by archivists in New York State. Possibilities include:
  - a. A newsletter, production of which would be coordinated with better provision of information to the Mid-Atlantic Archivist
  - b. Workshops designed for new archivists and focusing on basic techniques
  - c. A directory of archival experts willing to help beginning archivists
  - d. Information on archival supplies and materials.
4. Father McDonnell should request the MARAC Steering Committee to consider partially underwriting the costs of a newsletter and related activities on a per-member subvention basis out of surplus MARAC funds.
5. The Caucus Coordinating Committee should make a definite, concrete, detailed proposal and plan for presentation to the Caucus at the spring, 1980, MARAC meeting in Washington, DC.

These proposals were discussed at the "get-together" at the SUNYA Library on October 19, 1979. Further information about the progress of the New York state caucus will be available in May at the MARAC Washington Spring Meeting.



## NHPRC GRANTS

NHPRC recommended historical records grants totaling \$755,680 during its October 25-26, 1979 meeting. Especially noteworthy were grants to a variety of institutions for the development of new archival programs. Grants were offered to foster archives and records programs of the Salvation Army, Bryn Mawr College, and the Corcoran Gallery of Art.

The following grants were recommended for the MARAC area:

## New York:

Steuben County Historical Society, Bath, \$5,000 (partial matching) for the arrangement, description, microfilming, and preservation of the Pulteney Land Office papers, consisting of records and maps relating to the settlement of western New York State between 1792 and 1856.

The Salvation Army, New York, \$24,518 to inventory and appraise the records of the territorial and divisional headquarters, hospitals, homes, and service units and to develop retention and disposition schedules for Salvation Army records.

Rochester Institute of Technology, Rochester, \$13,473 to develop and evaluate new preservation and restoration techniques for albumen photographic prints. Albumen photos predominated during the years 1855 to 1895.

## Pennsylvania:

Pennsylvania Historical and Museum Commission, Harrisburg, \$56,569 for the second year of its project to microfilm for preservation and research the records of municipal and county governments in Pennsylvania.

Bryn Mawr College, Bryn Mawr, \$15,526 (conditional offer) for the development of its college archives program.

## SPRUANCE LIBRARY

The Spruance Library of The Bucks County Historical Society received three grants in the fall of 1979. The National Endowment for the Humanities has awarded \$29,851 for the "Henry C. Mercer Manuscripts Project," which will support the microfilming of Mercer's personal and research papers and the business records of his Moravian Pottery and Tile Works. Mercer (1856-1930) was a significant figure in the Arts and Crafts Movement and a collector and researcher of pre-industrial tools and processes. A \$4000 grant from the Pennsylvania Council on the Arts for the same project will provide funds for the printing of a guide to the microfilm.

The third grant received was one of \$25,000 from The Grundy Foundation for the purchase of several pieces of much-needed equipment for improving the library's program for accessibility and preservation of the collection.

## New Jersey:

Monmouth County Historical Association, Freehold, \$11,000 to arrange and describe the manuscript collections of the association. The collections deal with the economic, political and social development of central New Jersey from the 17th to early 20th century.

## Delaware:

Henry Francis du Pont Winterthur Museum, Greenville, a conditional grant of \$13,282 to arrange and describe the Winterthur Estate archives, survey and schedule Museum records in office and storage areas, and combine under one administrative unit the Winterthur Museum and Estate Archives. The Archives' holdings, which include the papers of H.F. du Pont, will provide valuable source materials for the study of American business, culture, and museology.

## Maryland:

Baltimore City Archives and Records Management Office, a \$2,987 supplemental grant for its project to arrange and describe the Mayoral and City Council Records of Baltimore City, 1797-1971.

University of Baltimore, Baltimore, (on behalf of the Metropolitan Baltimore Historical Records Council) \$31,134 for a continuation of its project to survey organizational records in Baltimore and to develop a cooperative comprehensive program to preserve and make the records available.

## District of Columbia:

The Corcoran Gallery of Art, \$32,422 to assist in the planning and implementation of an archival program for the Gallery and School of Art. The Corcoran is the oldest gallery in Washington, DC (1869).

## NEH GRANTS

## LEO BAECK INSTITUTE

NEH recently awarded the Leo Baeck Institute in New York City a two year grant of \$190,953 to microfilm collections in the Wiener Library in London. The collections, which specialize in materials on anti-semitism, National Socialism, and German Jewry, 1919-1945, will be transferred to the University of Tel Aviv. Three foundations in Germany have also funded portions of the project. Non-German materials from the collections will be available on microfilm at the New York Public Library.

## PENNSYLVANIA HISTORICAL AND MUSEUM COMMISSION

The Pennsylvania Historical and Museum Commission's Division of Archives and Manuscripts received two NEH grants to support microfilming projects. NEH granted \$72,308 to support "Harmony Society Records (1742-1952) and John Duss Papers (1860-1951): Arrangement, Microfilm and Guide Project." This project is directed by Dr. Roland M. Baumann. The Second project, "Local Records Microfilming Project," received \$56,569 to insure the preservation of a security copy of local public records and to make them more readily available to researchers. This supplements the microfilming of the records of over 90 county and municipal offices under an earlier grant of \$47,019. This project is directed by Frank M. Suran.



## MUSEUM ARCHIVES AND THE NHPRC

Museums are known primarily for the objects in their galleries and exhibit cases -- paintings, historical artifacts, sculpture, scientific apparatus, and similar items. Other valuable museum assets, the museum's archives, are not so well-known or appreciated and are often found in the damp basements and dirty attics or closets of these very same institutions. These records, the files created by past administrators and curators, or acquired by the museum in the course of its work, document internal museum development and external relationships with the wide variety of museum constituencies. Poor treatment of these materials has had unfortunate consequences because of the value of museum archives as a tool in institutional management and for research in American cultural history and the history of art. Studying these aspects of American history often has not been easy; most museums -- even the ones of national prominence and influence -- have done little to develop archival programs for internal use, let alone to facilitate easy use by scholars.

In an effort to preserve important records and make them available for both institutional and scholarly use, the NHPRC funded several museum archives projects in 1979. The Detroit Institute of Art, for example, recently completed the first stage of a two stage NHPRC project to accession, appraise, arrange, and describe their records and papers and to establish an archives department for the Institute. In addition to processing nearly 500 cubic feet of records, the archives staff discovered an unexpected treasure -- long forgotten working sketches, valued at more than \$250,000, of the "Detroit Industry" mural by Diego Rivera. "The impact of the first grant," notes Institute Director

Frederick Cummings, "and now the second and final grant goes beyond the museum walls. The DIA will serve as an important model for museums as a whole, particularly because of the increasing need for business-like procedures and efficient methods of operation." The DIA has recently published a "Summary Inventory" of its Museum Archives, which is already being requested by other museums to use in developing their own archives programs. As evidence of its continuing commitment to museum archives, the DIA has made the Museum Archives a regular department of the Institute to continue after the expiration of the second grant.

The DIA project is only one of several museum archives projects sponsored by the NHPRC records grant program. In the last year, the Commission has recommended grants to establish archival programs at the Cincinnati Art Museum, the New York Zoological Society and the New York Botanical Gardens, the Corcoran Art Gallery, and the Winterthur Museum. The Commission has also funded projects for the preservation and use of specific historical collections in museums -- photographs at the Anchorage Historical and Fine Arts Museum and at the Western Heritage Museum in Omaha, manuscript collections at the Sioux City Public Museum and at the Missouri Botanical Garden, and a document conservation program for materials at the Albany Institute of History and Art.

For a copy of the records grant program's "Suggestions for Applicants, 1980" write the NHPRC.

## NHPRC CONSULTANT GRANTS

At its October 25-26, 1979 meeting, the NHPRC approved guidelines for the employment of consultants on NHPRC records projects. Institutions specifically interested in obtaining funds for archival consultant services are encouraged to write the Commission for a copy of its "Suggestions for Consultant Grant Applicants."

In an effort to assist grantees in the selection of appropriate consultants and to assist the NHPRC in the selection of proposal reviewers, the Commission is presently compiling a file of the names and credentials of individuals interested in serving as project consultants and/or proposal reviewers. In addition to individuals with basic archival skills, the Commission is also seeking consultants and reviewers in technical areas such as photo and paper conservation, data archives, microphotography, building design and environment, and records management. The Commission is also seeking individuals who have worked extensively with special record types such as cartographic records, foreign language materials, machine-readable records, and motion pictures and sound recordings.

Archivists and other technical experts interested in serving as project consultants and/or proposal reviewers are urged to complete and return a copy of the NHPRC biographical information sheet available from the Commission. For copies of the form or additional information, contact:

NHPRC  
National Archives  
Washington, DC 20408  
Phone: 202-724-1616

"It's not whether you win or lose . . .".

MARAC softball enthusiasts Linda Henry, Peter Parker, Adele Lerner, Leonard Rapport, Bob Sink, Mike Sullivan, Mike Plunkett, Ted Weir and Don Harrison supported by non-MARAC enthusiasts Eleanore McKay and Maynard Britchford braved Chicago winds and carried the banner in the "First Annual MAC Softball Challenge. The MAC/MARAC feud took place on "neutral" ground last October at the SAA Annual Meeting. Nobody there was certain that Chicago was "neutral." But we don't wish to discuss the final score anyway.

Led by Team Captain Linda Henry, MARAC produced several heroes that fateful afternoon. "Slugger" Mike Plunkett punched some beautiful ones past center field and came up with our only three runs of the game. "Sliding" Leonard Rapport, wearing a CB hat that said, "Schellenberg Uber Alles," provided us with inspiration. "Smiling" Adele Lerner lifted our spirits in the face of overwhelming odds. "Splendid" Peter Parker's spirit won him the game's only Purple Heart. Don Harrison was the losing pitcher. Oh well. . . .

Looking to the future, we thought we might want to challenge the Southwest Archivists at Cincinnati next year. To get ready we recommended a practice session in May. Washington Local Arrangements Chairwoman Beverly Brannon has scheduled the time and place.

Bring you bats and gloves to Washington -- and your swim suits for after practice. Would the New York Caucus like to take on Pennsylvania, DC and Virginia? Get in touch with Linda Henry and sign up. Do it now.



## BOOK REVIEWS BY MARY BOCCACCIO

A Manual of Archival Techniques, ed Roland Baumann, Pennsylvania Historical and Museum Commission, 1979.

The manual is an outgrowth of workshops run by the Pennsylvania Historical and Museum Commission for local and private institutions in that state with historical collections and no professional staff. Chapters include everything from basic conservation, disasters and storage, space and equipment, to reference, description, appraisal and administration. Orientation is basic and practical. To be sure it is useful to new people, but also is a reminder for practicing 'Intrepid Archivists'. \$2.75, Box 1026, Harrisburg, Pennsylvania 17120.

Century of U. S. Life Portrayed in Archives' Photo Exhibit

Among its vast holdings of federal government documents, the National Archives numbers more than five million photographs, a national treasure not well known beyond specialists. To highlight this invaluable public resource, the Archives has mounted a major exhibition of 191 visually arresting, historically revealing pictures titled "The American Image: Photographs From the National Archives, 1860-1960." The showing runs through next fall.

People, places, and aspects of American life are surveyed in a fresh and unusual way in this first large photographic exhibition in Archives history. Showing the range and wealth of the agency's holdings, the pictures constitute not only a look at a century or so of American life, but also provide a fascinating view of the uses to which American photography has been put. They allow us to see much that we had not known about our past. They raise intriguing questions about how we have perceived ourselves.

Photographers represented include major names in the field - Mathew Brady, Timothy O'Sullivan, William Henry Jackson, Lewis Hine, Dorothea Lange, Russell Lee and Ansel Adams. Others are unknowns. At least half of the photographers are anonymous.

Accompanying the exhibition is a fully illustrated book, The American Image: Photographs From the National Archives, 1860-1960, published by Pantheon Books in association with the National Archives. The volume is available in hard-cover at \$20 and in soft-cover at \$10. It was a featured alternate selection by the Book of the Month Club.

QUOTE OF NOTE

"The first archive was what Noah kept bees in during the flood."

by Doug Whitlock, Executive Assistant to the President, Eastern Kentucky University. Reprinted from the Kentucky Archivist, Fall 1979.

The National Fire Protection Association's list of Codes, Standards, and Manuals includes the following which may interest MARAC members:

Cellulose Nitrate Motion Picture Film  
Standards for storage and handling  
1974, \$3.00 NFPA 40

Protection of Records  
Standards for vaults and file rooms  
1975, \$4.00 NFPA 232

Archives and Records Centers  
File protection guides for 50,000 cu.ft.+  
1972, \$3.00 NFPA 232AM

Protection of Library Collections  
Recommended practices and construction guides.  
1975, \$3.50 NFPA 910

Protection of Museum Collections  
Recommended practices and collection safe-guards  
1974, \$3.00 NFPA 911

For further information or a complete list of publications contact:

National Fire Protection Association  
470 Atlantic Avenue  
Boston, Massachusetts 02210

The Preservation & Restoration of Sound Recordings by Jerry McWilliams (AASLH, 1979) is a very interesting book. It starts off with a chapter on the development of the different kinds of records. The author takes the reader through the chemistry of the process in such a way that it can be understood. Throughout the book, explanations are strong, variables and alternatives are considered and the emphasis is practical. Discs, tapes, cassettes and cylinders are the formats. Storage, cleaning, copying, testing, conditions of use, equipment types and maintenance and some elements of restoration are considered. The book ends with a long list of manufacturers and suppliers and a directory of major North American Sound Archives. While I personally enjoy music, I haven't become involved in large collections and the resultant equipment necessary. Neither do we have much in the way of sound recordings in our Archives. The book gives me added insight in preserving what we do have and it probably will be a useful guide for many collections.

STATE CAUCUS MEETINGS  
AT SPRING MEETING

State caucus meetings are scheduled for 4:00 to 5:00 p.m., Friday afternoon during the Spring MARAC meeting at the Crystal City Marriott Hotel. The next issue of maa will carry brief agendas for each caucus. Caucus chairpersons should submit the agendas by February 15, 1980. The printed program for the meeting will list the state chairperson and the caucus meeting room.

Larry J. Hackman



## THE ALBANY MEETING

Those not among the more than 300 MARAC/NEA registrants at the Albany meeting should have taken greater pains to get there. It was worth the time and expense and will be remembered as one of our better meetings, with twists we've never tried before.

Chairpersons Bruce Dearstyne and Frances Seeber used a new arrangements concept. Activities were based in the Cultural Education Center, part of an ultra-modern glass and steel complex called the Empire State Plaza, while the Ramada Inn and adjacent motels merely provided sleeping space and some impromptu social gatherings. The opening plenary session keyed Dr. James E.O. Neill, Acting Archivist of the United States. One afternoon was given over to small group discussions of members with common interests -- business archives, religious archives, records management, and so on.

Dr O'Neill spoke of international archival matters. His descriptions of Swedish, French, British and German institutions contrasted the various national bureaucratic and architectural arrangements as peculiarly suited to each country's culture. He announced that a new international archival journal (of which he is editor) will print its first number in January 1980.

Dr Edward Weldon, New York State Archivist and our host for the meeting, spoke about the role of archivists in North American society. He recounted some accomplishments of the 1970's and outlined his ideas of what might be done in the 1980's. These included outreach, public service and availability to educational and cultural communities.

Everyone left Albany with a sense of purpose and accomplishment.

## DEBS PROJECT SEEKS LETTERS

The Eugene V. Debs Papers Project at Indiana State University is seeking copies of any letters to or from Debs which may be in manuscript repositories in the MARAC area. If you have any relevant materials contact:

Professor J. Robert Constantine  
History Department  
Indiana State University  
Terre Haute, Indiana 47809

## PHOTOGRAPHIC CONSERVATION NEWSLETTER

Photographic Conservation, A Forum of Photographic preservation and restoration, is a new newsletter published by Rochester Institute of Technology's Graphic Arts Research Center. The first issues have included articles on photo conservation methods at a few institutions, disaster planning, consultant lists, washing aids, problems and solutions, and upcoming events of interest. The current subscription rate is \$5.00 for four issues.

## PHOTOGRAPHIC IMAGE SEMINAR

The College of Graphic Arts and Photography, Rochester Institute of Technology, will offer a Preservation and Restoration of Photographic Images Seminar, March 3-5, 1980. For additional program information contact:

Thomas T. Hill or  
Andrew V. Johnson  
College of Graphic Arts and Photography  
Rochester Institute of Technology  
1 Lomb Memorial Drive  
Rochester, New York 14623

## SPINDEX TRAINING COURSE

The National Archives and Records Service will be sponsoring a SPINDEX Training Course during the week of March 17 just outside of the Washington, D.C. area. For details on content and cost of this week long course, please contact:

Ms. Jean Wiley  
Planning and Analysis (NAA)  
National Archives and Records Service  
Washington, D.C. 20408  
(202)-523-3214

## NEW JERSEY CATHOLIC NEWSLETTER

A new newsletter comes from the Seton Hall University Archives. Rather than reporting on the holdings and accessions of university-related records, it discusses the developments with the New Jersey Catholic Historical Records Commission. Under this group's auspices, the Seton Hall University Archives becomes the official repository for the archival records of the Archdiocese of Newark. Archivists will find the newsletter of interest as it documents the rather unusual transfer of the organizational records of the Archdiocese to the archives of another organization under the coordination of a third group especially established for that purpose. Since the attractive publication also reports on the archives current promotional activities to publicize its holdings and to acquire additional primary material, the newsletter may provide other archivists with ideas for new publicity projects. In addition to professional archivists, the well-balanced newsletter carries book notices for the scholarly historian and historical footnotes for both the scholar and the general reading public.

To receive the first and future issues of the tri-annual New Jersey Catholic Newsletter, contact:

Peter J. Wosh  
University Archivist  
McLaughlin Library  
Seton Hall University  
South Orange, New Jersey  
07079

Phone 201-762-7052

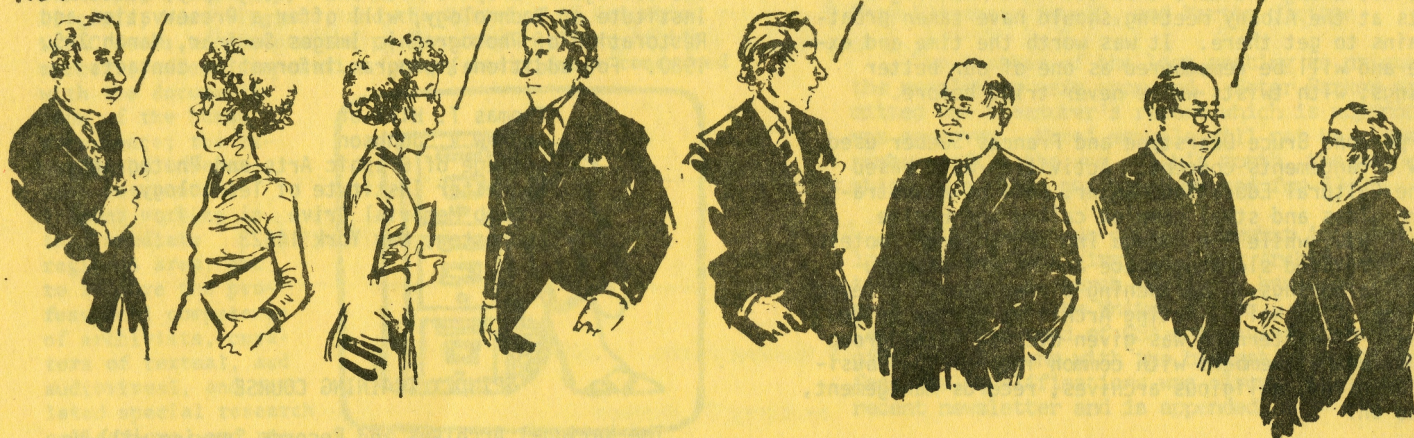


TELL THE MEMBERSHIP THAT WEST VIRGINIA WILL KEEP ITS ARCHIVES AND RECORDS

TELL THE ARCHIVES THE MEMBERSHIP WILL STAY IN WEST VIRGINIA.

TELL WEST VIRGINIA RECORDS ALL ABOUT THE NEW ARCHIVES.

TELL THE ARCHIVES ALL ABOUT THE RECORDS.



Martha Slotten  
Secretary, MARAC  
Dickinson College Library  
Carlisle, PA 17013

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